

PS
90-06

KANSAS SECRETARY OF STATE
Professional Solicitor Application
Instructions

The following form **must be complete** and accompanied by **the correct filing fee** or the document will **not** be accepted for filing.

Kansas Office of the Secretary of State:

Memorial Hall, 1st Floor (785) 296-4564
120 S.W. 10th Avenue kssos@sos.ks.gov
Topeka, KS 66612-1594 www.sos.ks.gov

Save time and money by filing your forms online at **www.sos.ks.gov**. There, you can also stay up-to-date on your organization's status, annual report due date, and contact addresses.

☐ **Filing fee**

The filing fee for this document is **\$25**.

☐ **Payment**

Please enclose a check or money order payable to the Secretary of State. Forms received without the appropriate fee will not be accepted for filing. Please do not send cash. **NOTICE: There is a \$25 service fee for all checks returned by your financial institution. Also, to expedite processing, please do not use staples on your documents or to attach checks.**

☐ **Registration/re-registration**

This registration/re-registration shall be for a period of one year, or a part thereof, expiring on the 30th day of June and may be renewed upon written application for additional one-year periods.

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THIS SPACE FOR OFFICE USE ONLY.

This form must be complete and accompanied by the correct filing fee or the document will not be accepted for filing.

1. Name of professional solicitor

2. Address of professional solicitor

Address

City

State

Zip

3. Name of professional fund raiser

4. Address of professional fund raiser

Address

City

State

Zip

5. Date of application

Month

Day

Year

6. I agree to abide by the disclosure requirements of Kansas law, specifically, K.S.A. 17-1766, as set forth below:

All solicitations by professional solicitors shall contain the following disclosures at the point of solicitation:

- The name, address and telephone number of the charitable organization;
- the registration number, obtained pursuant to K.S.A. 17-1763 for the charitable organization;
- if the solicitation is made by a person acting as a professional solicitor, the registration number obtained pursuant to K.S.A. 17-1765; and
- that an annual financial report required by K.S.A. 17-1763 for the preceding fiscal year is on file with the secretary of state

7. I declare under penalty of perjury under the laws of the state of Kansas that the foregoing is true and correct.

Signature of Applicant

X

Month

Day

Year

Signature of Professional Fund Raiser

X

Month

Day

Year